

12 March 1968

MEMORANDUM FOR: Director of Finance

Bob:

Judging by events of yesterday, several people had essentially the same idea at the same time; that is, the IG's Survey of your Office. You mentioned that you had been reviewing the subject, as had I, and we learned later that Colonel White has been going over our initial response. Would you outline for us the status of your actions. Would you also comment on the attached suggestions for the Travel Committee.

John W. Coffey

Atts

Att 1 - Note dtd 26 Feb 68 for Mr. Coffey fr

Att 2 - Note dtd 28 Feb 68 for Mr. Coffey fr

ADD/S:JWC/ms (12 Mar 68)

Distribution:

Orig & 1 - Adse w/1 ea Att

1 - DD/S Chrono

1 - DD/S Subject, w/O Atts ✓

26 FEB 1968

NOTE FOR: Mr. Coffey

My nominees for the Travel Committee would be:

OGC - [REDACTED] 25X1

Finance - Chief, Central Travel Branch
(currently [REDACTED] but I 25X1
understand that he is retiring
soon)

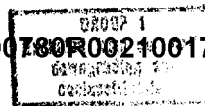
Clandestine Services - [REDACTED] 25X1

CHARTER : To review the following types of actions and make final determination regarding necessity or desirability of issuing or changing Agency Travel Regulations, and/or Notices.

- 1) Travel policy and procedure changes dictated by law.
- 2) Changes in Foreign Service, Standardized Government and Joint Military Travel Regulations.
- 3) Suggested changes, either by the Committee or others in the Agency, which are designed to simplify, clarify or provide needed guidance regarding Agency travel policy or procedures.

[REDACTED] 25X1

SECRET



28 February 1968

NOTE FOR: Mr. Coffey

I would concur in [] nominees for the Travel Committee except that it might be well to appoint Mr. [] who I believe will be the Chief, Central Travel Branch, when [] does retire.

25X1
25X1
25X1

I would also agree with the Charter that Mr. [] has suggested and would add that they should check with the Administrative Authorities Committee which is headed up by [] [] Some actions which Mr. [] Committee has taken recently may have a bearing on the problems of this newly constituted Travel Committee.

25X1
25X1
25X1



25X1

SECRET



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